Title: Sr Library Conservation Specialist  
Pay Scale Group: 15-A

**Essential Function**

Under indirect supervision from a designated administrator is responsible for intermediate to advanced conservation treatment of special collections/medium rare materials, exhibition preparation, and special conservation projects.

**Characteristic Duties**

Evaluates materials from UCL and PLCH medium rare collections and determines the proper treatment based on established conservation and departmental standards and in consultation with lab conservator as appropriate;

Conducts appropriate conservation treatments and repairs using specialized tools such as binocular microscope, suction table, and hand book binding tools; repairs bound materials using a variety of methods including, but not limited to, recase, new case, resewing, board reattachment, cloth hinge, and v-hinge; rebinds books using technique most suited to original material; fabricates protective enclosures for fragile library materials; mends torn or damaged paper using Japanese tissue and wheat starch paste;

Partners with Digital Collections & Repositories on the planning and implementation of digitization projects; takes a leadership role in determining conservation needs before digitization, advises on handling procedures and standards during digitization, considering the preservation needs of the materials recommends scanning equipment on object by object basis, and coordinates post-digitization rehousing;

Participates in appropriate committees, task forces, and organizations engaged in planning, coordinating, and continuous improvement of the physical and digital preservation of UC Libraries holdings and scholarly output;

Coordinates and executes exhibit preparation including – conservation treatment, condition reports, custom enclosures, custom cradles, custom matting, and labeling;

Coordinates and executes special conservation/preservation projects including, but not limited to, rehousing, environmental monitoring and analysis, storage planning, etc.;

Serves a member of UCL Disaster Recovery Team; UCL and PLCH engage in mutual aid during disaster recovery;

Stays abreast of current techniques by subscribing to conservation listservs, referring to Preservation Services’ reference collection, attending workshops, and seeking advice and direction from the lab conservator;

Perform related duties based on departmental need.

**Minimum Qualifications**

Bachelor’s degree with three (3) years’ related experience; -OR a combination of degree and relevant experience.